

Tool 14a: Guidance on completing the Falls Safety Cross

Outlined below are some common questions and answers about the safety cross.

Why should I fill this in?

The Falls Safety Cross has a number of key aims:

- You can use the data collected to raise awareness within the team and others regarding how many falls there have been in your care home.
- Use it to promote good practice (ie look at how many days have gone by without a fall occurring).
- Provide real time incidence data.
- Link the data to an improvement aim (see section on 'What do I do with this data?').

How do I fill this in?

Each safety cross represents one calendar month. Within each cross there are 31 boxes, as each box represents a single day. To the left of the cross is a key which lets you know that each colour represents an outcome of a single day in your care home (see cross for colour guide). Each box should be coloured at the end of the day (ie midnight) using the appropriate colour. Where possible, only one colour should be used per day. However it may be necessary for you to record 'multi coloured' days especially if you have a high turnover of residents over a short time (ie if more than one colour is required for a given day, consider splitting the date box). The golden rule is keep the format simple in order to make the occurrence of a fall immediately obvious.

For the days that are coloured in red you are encouraged to record the number of falls on that day. You can record this figure within the small box given for the appropriate day. Remember to record the information in the resident's notes too.

What do I do with the information?

It is important to stress that the care home have a clear aim as to what it is they are trying to achieve, otherwise the safety cross is seen merely as a reporting tool. There are three fundamental questions to think about, the answers to which form the basis of improvement;

- What are we trying to accomplish? (ie reduce falls by 30% within the next six months)
- How will we know that a change is an improvement? (ie use the safety cross to enable us to see our incidence locally and act on it)
- What changes can we make that will result in improvement?

It is recommended that you keep all completed safety crosses for your own records. Decide who should gather in the safety cross at the end of the month for tallying.

The safety cross is not intended to replace the reporting systems that you may already have in place, rather the safety cross should complement them by encouraging early detection.

It is a good idea to let staff and residents know on a daily basis how many days have gone by without a fall in the care home. You can do this by simply stating in a public area 'It has been ___ days since there has been a fall in this care home'. This information would be updated on a daily basis.

What are the key points I need to remember?

- One box should be coloured daily. Simplicity is key to the effectiveness of the safety cross.
- Record all falls, regardless of their consequences.
- Ensure that all staff in your care home are aware of the cross and know how to complete it.
- The safety cross should be placed in areas where staff will see it on a regular basis, (ie shift hand over room). This will provide you with an at a glance view of the number of falls in your care home. This will enable you to think about what changes you need to make to result in an improvement.
- Remember you want to care for residents in such a way that you reduce the number of red boxes.
- Please be honest with your data; this is data for improvement not judgment.
- Link the data you collect to an action!!

Adapted from the NHS Quality Improvement Scotland Pressure Ulcer Safety Cross.